

## SMALL BUSINESS PREFERENCE SHEET

**NOTICE TO ALL BIDDERS:** Section 14835, et seq. of the California Government Code requires that a five percent (5%) preference be given to bidders who qualify as a small business. The rules and regulations of this law, including the definition of a small business for the delivery of services, are contained in Title 2, California Code of Regulations, Section 1896, et seq. A copy of the regulations is available upon request. To claim the small business preference, which may not exceed \$50,000 for any bid, your firm must have its principal place of business located in California, have a complete application (including proof of annual receipts) on file with the State Office of Small Business Certification and Resources (OSBCR) by 5:00 p.m. on the date bids are opened, and be verified by such office. Questions regarding the preference approval process should be directed to the OSBCR (916) 322-5060.

Are you claiming preference as a small business?

☐ YES

☐ NO

Company Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If you are claiming the preference, you **MUST** attach a copy of your certification letter from OSBCR.

If you have applied and not yet been formally certified, include the date of application.

Date Applied (if not yet certified): \_\_\_\_\_